

COMMITTEE ON COMMUNITY IMPROVEMENT

April 12, 2005

Upon Conclusion of Cmte. on Traffic

Chairman O'Neil called the meeting to order.

The Clerk called the roll.

Present: Aldermen O'Neil, Shea, Garrity, Smith, Lopez

Messrs.: Aldermen Osborne and DeVries, Chief Kane, District Chief Nick Campasano, Brent Lemire, Frank McBride, Mike Schull, Ron Ludwig, Tom Lolicata, Howard Sobolov, Kevin Sheppard, Dennis Hebert

Chairman O'Neil addressed item 3 of the agenda:

3. Discussion of funding for the Weston Tower project.

Clerk Normand stated we handed out a letter from Jane Beaulieu regarding this matter this evening.

Chairman O'Neil stated there's also a recommendation for a possible plan of action from Bob MacKenzie as well, does everybody have that. In a brief discussion with Bob it was suggested that we request the Planning Department, Parks and Recreation and Highway with their Public Facilities Division to start the process of taking a look at this. If you look at Bob's recommendation one of them has the concerns of the structural, mechanical and cosmetic aspects of the building with the recognition of it's National Register status, I think they're going to have to get the Fire Department involved, I think they're going to have to get the Police Department involved and they're going to have to get Water Works involved. My recommendation would be to refer it to staff to figure out a game plan from our end.

Alderman Shea moved to the Chairman's recommendation that this matter be referred to staff as outlined. Alderman Smith duly seconded the motion.

Alderman Lopez stated I don't mind it going to staff, I just want to know if the volunteer people...Louis Martel and others if they will be authorized to proceed on a volunteer basis to try and get some brickwork done.

Chairman O'Neil stated I think and I don't want to speak for Bob but I think one of the recommendations is we need to know structurally before we start spending money and repointing it what's the structural status of the building, so I think we should give them a chance to get together...they may come back and suggest for a minimal amount of money, we hire an engineer to review the structural condition of the facility. So, I think before we allow people to start repointing it we've got to look at that. I think we also need to keep in consideration that one of our major reservoirs in the City is up there...access has been closed off to it, one of our main radio towers in the City is also up there. So, with security issues...as our legendary Traffic Director would say there's a lot involved here.

Alderman Lopez stated I understand that. I just want to make sure so somebody can go back to Louis Martel and tell him to cease because they're out there raising funds for it.

Chairman O'Neil stated I don't know that we should discourage him from raising funds but I think we just need to get a handle...until tonight this is the first two communications I've seen on the project, so I think if we can do something with it it would be great.

Alderman Lopez stated it would be part of the master plan then, right.

Chairman O'Neil stated I'm sure we can ask the...Chuck is shaking his head yes...I don't know how thorough they can get into a structural evaluation...we may have to spend a little money to bring in a structural engineer to review it but let's let the departments get together and come up with a plan for us to move forward.

Alderman Shea stated I wondered who is going to be the person heading this...is it Bob MacKenzie who is going to take the leadership role...they can all meet but if we have all indians and no chief maybe...

Chairman O'Neil stated I just noticed that the three departments pointed at one another. Any volunteers...anyone who wants to take the lead...I trust that the three agencies can get together...somehow I feel we'll hold Bob MacKenzie responsible for it.

Alderman Shea asked when would we expect a report back?

Chairman O'Neil replied I think they would probably meet as soon as they could on it.

Chairman O'Neil called for a vote on the motion. There being none opposed, the motion carried.

Chairman O'Neil addressed items 4 & 5 of the agenda:

4. Presentation by Fire Chief Kane relating to Homeland Security.
5. Resolution and budget authorizations authorizing acceptance and expenditure of funds in the amount of \$1,178,584 (Grants) for various Homeland Security & Hazardous Material Projects.

Chairman O'Neil stated Chief Kane has requested that items 4 and 5 be addressed together. I think he has a number of people who are going to assist him in a presentation this evening. Just for the record why don't you introduce your guests.

Chief Kane stated to my right I have District Chief Nick Campasano. Nick is basically as well as District Chief heads up our Homeland Security effort in the City and on my left I have Brent Lemire the Business Service Officer for the Fire Department. I also have Deputy Chief Dave Albin with me in the background just in case there's some questions that need to be answered in regards to one of the grants. What we would like to do tonight is update the Committee in where we are with Homeland Security and also in the grant phase the second thing that we'd like to do tonight is we did have put into the CIP process the '04 money and we need to in the FIRE Act grant money and we need to accept that money in the resolution. First, I'd like to turn it over to District Chief Campasano who has a short powerpoint presentation and hopefully you all have the powerpoint presentation in front of you and we'll got through that. This is the current money that's coming to the City that we need to accept. This is for the '04 grant award.

District Chief Campasano stated the grant awards to Manchester are divided into four areas. The first item Homeland Security Competitive Grants...these were grants that were awarded in '04 by the Governor's Ad Hoc Committee... \$310,689.00. The second grant is for a Public Health Response that was provided through the Department of Health and Human Services for training to the eight hazardous materials teams throughout the State and that grant amount was \$11,645.00. There was a Hazardous Materials Team Grant and this was money that was allocated to each of the eight State hazardous materials teams in the amount of \$106,250.00 and the FIRE Act Grant which was \$750,000.00. This slide illustrates the type of grant. The first three are reimbursement grants. The City of Manchester does not receive a check in advance. We are authorized through Homeland Security to make approved purchases at which point the City is

then reimbursed for those purchases so we front the money initially. The FIRE Act Grant, however, is a budgetary item where the money is received up front. There is a check from the federal government for \$750,000.00. I'll go through each one of these grants in detail. This is the reimbursement grant procedure. When we put in a proposal it is approved by the State point of contact. The items of services are purchased by the City, the canceled check and the receipt of purchase is forwarded to the Department of Homeland Security in Washington via the State point of contract. The purchase is then approved for reimbursement and then a reimbursement check is issued from the State...that is the process we go through. The '04 Homeland Security Competitive Grants...Manchester submitted 13 grant proposals. These proposals were reviewed by the Governor's Ad Hoc Advisory Committee. There were eight proposals accepted by the committee for funding and in your packet after the blue page there is a listing of all of the grant proposals that were received by the State...in comparison you can see what the proposals were. Those that were funded and those that were not funded. The eight proposals that were accepted total \$310,689.00 and they were composed of one program which was a Tier II Manager Program...this is a software and internet based program which we will be implementing in cooperation with the surrounding communities to manage all of the hazardous materials reporting requirements that are put forth by the federal government. So, this will allow the City of Manchester and the surrounding communities to manage that information, do emergency hazardous materials planning and also provide response information. The second item Coordinated Incident Management Unit...this is in keeping with the federal mandate that all communities implement a coordinated incident management system. This is a small trailer based unit, which will contain shelter, a large expandable shelter with command boards for law enforcement, fire service and emergency medical services and this will provide a large coordinated command post at the scene of a large event. The third item Emergency Operations Computer Package...this is a proposal to provide an integrated laptop computer system for the emergency operations center. This will allow department heads and workers in the emergency operations center to work their departments in long campaign type incidents and it allows an integrated emergency management. The Emergency Operations Security proposal allows the monitoring of City wide critical infrastructure through the City based security system at the emergency operations center. Presently, it is monitored at the Police Department and also at the Fire Department. This would allow in the event of an emergency those monitoring requirements to take place directly in the emergency operations center. The Infrastructure Security proposal (\$101,839.00) is actually three proposals and one was for security upgrades for Station 6, one was for Station 9 and one was for Wastewater Treatment. And, the last one for Manchester Airport...that was a suspect luggage containment vessel and this will allow the airport to isolate and contain any luggage that is suspected to contain an explosive device...contain it,

move it out of the terminal building and move it to a remote location at the airport until the State Bomb Squad arrives and that was in the amount of \$36,650.00. The Public Health Response for Bioterrorism...as I mentioned earlier there's \$150,000.000 allocated from the CDC (Centers for Disease Control) through the State Department of Health and Human Services. It was divided up among the eight hazardous materials team. Each team had to put in a proposal for the type of training that they would provide to their Hazmat members and we were awarded \$11,645.00 for the delivery of a Chemical Identification program. The Hazardous Materials Team Grants...there was \$850,000.000 allocated by the State from Homeland Security funding to be distributed to the eight hazardous materials teams in the State...we received \$106,000.00. These funds can only be used to purchase items on the Department of Homeland Security's First Responder Equipment List (AEL)...we cannot use this money to replace broken or old equipment. In fact, all of the proposals from Homeland Security before we put in the proposal we have to sign what is called a non-supplanting certificate basically saying that we're not using any Homeland Security funding to supplant the City budget. And, the last grant the FIRE Act Grant...there was \$715 million provided by Congress for assistance to firefighters throughout the country. Proposals were submitted and Deputy Chief Albin put in a proposal for a new comprehensive computer aided dispatch (CAD) system. The City was awarded \$750,000.00 towards this system. The grant...we receive the money up front...there is a 70-30% matching. The matching funds are already accounted for in an existing CIP account established in fiscal year 2005 which was the \$1.5 million which was budgeted for a new fire and police computerated dispatch system. And, these are some of the objectives of that grant.

Chief Kane asked does anyone have any questions in regard to those grants or any questions about the program. One of the things I do want to mention is that all of the Homeland money comes in non-matching so the City doesn't have to put up any money to match it or to implement any of those programs.

Alderman Shea stated I have just two questions. The first one is...some of these materials have to have storage space...do you provide that before you receive these or do you have to make provisions for storing or receiving any items that might have to be placed in different buildings and you have to have the space for that.

Chief Kane stated yes that is definitely something that we need to do. We need to store these things and it's something that we're handling...we moved a couple of piece around from different buildings to different buildings...like we took a decontamination trailer from Engine 8 and put that down to Engine 7 on

Somerville Street and then we put some other decontamination trailers up to Engine 8, so we've got some moving around to put some of this in but I think that we'll be able to do that.

Alderman Shea stated before you apply for these items do you plan as to how you're going to receive these items so that you have the necessary facilities to receive them or do you just apply and then hope for the best when you get them?

Chief Kane replied we usually have a plan absolutely.

Alderman Shea stated the second is replacement measures. In other words, when you do receive these materials and for whatever reason you might have to replace them what happens then...are these materials that are in and of themselves dissolvable...in other words, once you use them you can't reuse them again...are there certain materials that if you do use them or abuse them or what have you... how do you cope with that situation or do you have to?

Chief Kane stated most materials are very durable but they're pretty much either hardware or software type of things. There is some training that goes along and there is some testing devices that go along with them but usually Homeland Security with their allocations to the Hazmat teams...we purchase those things out of those allocations for the Hazmat teams.

Alderman Shea stated so in and of itself then there is no real cost to the taxpayers if in the event some of this material happens to...

Chief Kane stated no not really. If it's used in a hazardous materials or something like that we can get reimbursed from the facility that we used it on but if it's used on a bigger type of incident we would be reimbursed from the federal government.

Alderman Lopez in reference to page 2 when you said we get reimbursed after we spend the money. How do you put it in your budget?

Chief Kane replied it's kind of washed through our budget. What happens is that we spend it out of our budget and then when the check comes back...it usually takes about thirty (30) days for the check to come back and it comes back into our budget.

Alderman Lopez in reference to the Infrastructure Security, the \$101,000.00...is there a criteria that you go by in order to come up with that particular number...like you mentioned Stations 6 and 9. What type of security would we be talking about?

Chief Kane replied basically there's security systems that you would find similar to the security system that's here at City Hall...there's security systems in those stations.

Alderman Lopez in reference to page 5 the FIRE Act Grant...will the computer take care of all of the needs of the Fire Department, will there be an additional request through Diane Prew?

Chief Kane replied I can't imagine any additional requests coming, I think that would take care of everything.

Alderman Garrity asked is there someone on your staff that writes the grants or puts in for the grants of some sort?

Chief Kane replied we have several people that do different grants for different things, so I don't have one person. Nick handles the security grants, David handles the FIRE Act grants, Dan Goonan will handle Emergency Management grants and then Dick Martel handles a few other grants. So, there's no one person there's a bunch of different people.

Alderman Garrity asked do you get any assistance from the City's Grantwriter at all?

Chief Kane replied occasionally we'll get some being passed over from him to look at different grants but we're pretty much on top of the grant thing ourselves. We're pretty wired into the internet and all that information just gets filtered to us everyday.

Alderman Garrity stated I'm looking at the backup information, I'm looking at Station 8's camera, Station 3 Security...these are awful high. I'm looking at Station 9 for a 2-bay fire station it's \$25,000 for security.

Chief Kane stated those are bid numbers. We put the security system out to bid and those are pretty much big numbers.

Alderman Lopez stated in reference to personnel...does the City pick up that cost afterwards?

Chief Kane replied personnel...

Alderman Lopez Manager Program Tier II (\$89,000.00) am I reading it wrong?

Chief Kane stated we haven't added any personnel...which page are you on? That's not personnel that's software.

Alderman Lopez stated so there's no personnel involved.

Chief Kane replied no. That is just the software.

Chairman O'Neil stated Chief am I correct to say that many of the requests that are on this list were not generated by the Fire Department they came from various departments.

Chief Kane stated what the Fire Department does is manage the program and what we try to do is we try to reach out to all of the City departments...we do reach out to all of the City departments to make sure that if they have some needs or if they have some wants and want to put a grant in we'll take the grant, we'll help them write the grant and we'll put it in and push it through. As you know, there's money in there for the airport. That's not something that we figured out that is something that the airport figured out and we worked with the airport and we worked with Wastewater Treatment Plant, we work with different City departments in trying to put this whole package together for the entire City.

Chairman O'Neil stated I just wanted to touch base briefly on the FIRE Act Grant and the CAD System. One of the things I was interested to learn about was something called Automatic Vehicle Locator and maybe you can explain how that will work both with fire apparatus as well as the ambulance service in the City.

Chief Kane stated basically they're vehicle locators and can assist the Fire Department...it's not for any other department...what they do is you may see navigation systems in cars it's something like that where the vehicle is located and put on a map and if a call comes in we can identify the call on the map and can identify the vehicle and the map will show the vehicle the shortest way to respond to the incident. The other thing that it does is...and this will help us out with response time is the computer will also look at all the vehicles...will look at where the call comes from and where all of the vehicles are and will pick the closest vehicles to the call so we'll be sending...it should help us in our response time.

Chairman O'Neil stated I don't know if you remember the examples that were given I think District Chief Campasano gave me one regarding the fire service and you may be the one that gave me the one regarding ambulance and correct me if I'm wrong regarding ambulances. If ambulances 1 and 2 are at the Elliot Hospital

the next one to respond on the list might be leaving CMC and they might be called to an incident right near the Elliot Hospital and one of those ambulances could take the call.

Chief Kane stated the EMA calls are the more critical calls here and you're absolutely correct. The way we do it right now is we just put the ambulances in line....1, 2, 3, 4...and that's how we dispatch them. It doesn't matter where they are they could be roaming all over the place so it wouldn't be unusual if there was a call near the Elliot and we could have ambulances there or we could be dispatching an ambulance from CMC. So, usually they'll pick that up in what we call "jump a call" and say they'll take it but this way the computer will do that for us.

Chairman O'Neil stated I don't know if District Chief Campasano remembers the example he gave me regarding fire service. I think he used Bakersville School as an example.

District Chief Campasano stated fire apparatus throughout the day can be anywhere in the City going for fuel, going to the communications shop...and the example I had given you, for instance, Engine 3 from Harvey Road may be in the evening heading for fuel on Gas Street. If they're sitting at the light on Queen City and Elm and a call comes in for a location in that area the computer would know that Engine 3 is closer. The computer would also take into account one-way streets, divided highways...so, it would know if a piece of apparatus was closer but yet it needed to take a circuitous route in order to get to that incident scene. It would not dispatch it. So, it really optimizes the response time for the apparatus.

Chairman O'Neil asked am I correct that currently we have a difficult time in tracking response times and that and this software will help us in doing so moving forward.

Chief Kane replied yes. Currently, we can only go so far with the response times. What will happen here in the future when this is all done is that there will be a button in the trucks and so when they're responding they push a button, we know that they're responding and then when they get on the scene they'll push another button so we'll know they're on the scene or when they're returning they can push another button. It does a couple of things...it reduces the on-air traffic time of talking on the microphones and it also reduces the time back at the station in the dispatch center because each one of those calls need to be answered and that information needs to be typed in. So, doing it manually right now eschews the time.

Chairman O'Neil stated these were actually laptop units very similar to what the Police Department already has in their vehicles.

Chief Kane stated yes identical to what the Police Department has.

Alderman DeVries stated I guess my question is are we in the final round of Homeland Security grant funds or do we anticipate that there are future rounds?

Chief Kane replied there's definitely future rounds. As a matter of fact there's an existing round out there. This is '04 money...there's currently '05 money. Nick just went to a meeting up in Concord yesterday in regard to the '05 money and if there are any programs...if there is anything that we can look at and I'll be searching out to the departments to see what kinds of programs we can fit in, we'll try to fit those programs into future money but we don't see an end to the money. These are competitive grants so it behooves us to ask for the grants and to make sure the grants are written right which is why we like to touch base with them.

Alderman DeVries stated it's interesting that you should comment if there might be other projects out there. I think we just had a presentation on the Hazard Mitigation Plan through FEMA which I believe the Fire Department was part of but it did identify about 30 priorities for the City some of it dealing with heavy equipment needs for collapses and that sort so I anticipate that there could be some coordination to look at the needs both from the environmental FEMA type hazard mitigation as well as Homeland type mitigation...there possibly is a crossover there.

Chief Kane stated there's so many different agencies you've got to work through...a lot of that money is what we call OEM money that we can look at for those type of grants and we have actually been in contact with Southern NH Planning to assist us in some of those things.

Alderman DeVries stated you mentioned and I realize this is the airport's grant so you probably or you might not really know how they plan on carrying out the operation but you peeked my curiosity...the containment vessel. Do they have trained individuals on staff that they envision will be carrying out that operation?

District Chief Campasano replied yes one of the things that was required by the grant process is that a memorandum of understanding be signed between the airport personnel and the State Police Bomb Squad. So, Gary Sloper at the airport is coordinating with Sgt. Parsons to get that training, to get all the procedures in place.

Alderman DeVries stated I'm glad to hear that it's not the junior man at Station 3 that's been dedicated for that.

Chairman O'Neil stated we don't need action on item 4 but we do need action on item 5.

Alderman Smith moved to approve item 5. Alderman Garrity duly seconded the motion. There being none opposed, the motion carried.

Chairman O'Neil stated I want to thank the department for the presentation. I was pleased to watch on 60 Minutes the other night that Manchester did not make the list for abusing Homeland Security money. I happened to print out some copies... if you didn't have a chance to see it it was pretty interesting. A credit to our people, they've been doing a great job and following a straight line and no air conditioned garbage trucks and towing contracts and many other things that some agencies around the country got creative with. So, that's a credit to our department, they've followed this thing straight.

Chief Kane stated I'm sure that Frank Thomas wants to talk to be me about those air-conditioned garbage trucks.

Chairman O'Neil stated Tim Clougherty sent a letter and I think is going to appear before the CIP Committee at the next meeting regarding an update on Station 2... construction started this week.

Chief Kane stated everything is going along fine, there's no glitches and everyone seems to be happy that the project is moving forward...the personnel and the people running the project.

Chairman O'Neil stated I think this is the first true project that got started when we created the Facilities Division of Highway and where the department working with the Fire Department right off the bat....first time in a while we've had a project come in under budget, we haven't had to add money to it afterwards so that's a credit to both you and to the Highway Department.

Chief Kane stated I want to thank Alderman Smith for his support, I know he was over the station quite a few times and thanks him and Alderman Lopez for going over there and seeing the guys over there...it meant a lot to them.

Chairman O'Neil stated if the Committee with bear with me. We have some guests here from Goffstown, if we could take up item 10.

10. Communication from David French, Director of the American League Goffstown Babe Ruth Baseball, requesting to acquire the former "Singer Field" lights advising they are committed to reimbursing the City for the costs incurred by Parks and Recreation.

Chairman O'Neil stated we received a letter from David French from Goffstown Babe Ruth Baseball regarding the lights that were taken down at Singer Park. I know we have some representatives from the School District here this evening and I think that was the true intent is for the lights to end up with the high school, that's my understanding anyway. So I don't know if they'd like to come forward, gentlemen. And, if you would, just for the record identify yourselves.

Mr. Frank McBride, Principal of Goffstown High School
Howard Sobolov, Goffstown High Athletic Director

Chairman O'Neil stated Frank am I correct that the true intent of the request was for the high school, for the request for the lighting.

Mr. McBride stated we were working in combination with a lot of local groups and we had some speed bumps go, if you will, as far as baseball goes off site because we play our varsity home games at a Lions field. But, with that speed bump was just another opportunity and I could give you the short story...30 seconds. We've worked hard like in Manchester to increase the number of venues and improve the quality of venues in Goffstown and we've worked extremely hard. We always have more kids and more teams than we have space so we always want to try and maximize field space and we feel strongly that lights will allow us to do that. Personally, I live in Manchester and I was on the Board at Signer Park, I saw how great it was at Singer Park with lights, with kids and families and teams. We've looked to do the same thing in Goffstown with expanded fields and we're at that point now where we've kind of maxed out and we think lights is the next step...we've raised a lot of money and we've made a lot of improvements so we're going for another push right now to get lights and we look to have these lights behind our school where we have a beautiful field that we continue to expand and improve.

Chairman O'Neil stated I know Alderman Smith has been involved with this. Any comments?

Alderman Smith stated in fact I got in touch with Mr. McBride and Bill Jabjiniak for the possibility of using the lights...they've been in storage and we've been paying \$100 a month for storage for about 13-14 months and I thought it would be useful if somebody could use them especially our neighbors in Goffstown...my ward abuts Goffstown so I have a lot of dealings with the Selectmen in Goffstown. I really think it's a plus for Goffstown, it's a plus for Manchester and I'm sure if they get together with our Parks and Recreation Director and let go the lighting that these things can be resolved.

Chairman O'Neil asked Ron do you have anything you want to add other than they're in storage. We did not after I know you working with the consultant at Memorial that was our original thought that they could go to Memorial but it was determined that they weren't sufficient for what we were doing there, so they have since been...we installed new lighting at Memorial and they ever since have been in storage.

Mr. Ron Ludwig, Director of Parks, Recreation & Cemeteries, stated that's all true.

Chairman O'Neil asked any idea Ron what the value might be of those lights?

Mr. Ludwig replied that was a subject of long debate between the developer of the ballpark and the City and in my opinion at this point if we could get what it cost my department to move from Singer Park to the storage place at Piscataquog and I have a receipt here for that which is about \$15,000 I think that would be fair, it's actually \$14,900.

Chairman O'Neil stated I picked up the phone and called a gentleman I knew that had done some electrical installations...actually installed the field lighting and I said throw out a number for a used set of lights and he told me between \$10,000 and \$15,000, so that fits pretty much with in line, it's not magic I don't think...is there a motion.

Alderman Smith moved to recommend that the Goffstown Babe Ruth Baseball League be allowed to acquire the former "Singer Field" lights at a cost of \$15,000. Alderman Shea duly seconded the motion.

Alderman Lopez stated the \$15,000 for the lights covers it all you say, is that taking down the lights and storage and what the value is or is it just \$15,000.

Mr. Ludwig stated it cost me \$14,900 to move them.

Alderman Lopez asked what about storage?

Mr. Ludwig replied I think Alderman Smith in reference to storage said 13 months...I have about \$1,000 in storage actually.

Alderman Garrity asked Ron have you had any requests from any little leagues in Manchester or anything like that?

Mr. Ludwig stated the lights are really not a good fit for a little league field and while we thought we might use them as Piscataquog the budget hasn't really allowed us to really put them up there. There is some expense...these gentlemen are going to incur some expenses to retrofit these lights and put them back in condition to get them up, but it's going to cost them a little bit of money.

Chairman O'Neil asked gentlemen any issues should we as part of the condition give you some time regarding the funding part of it?

Mr. McBride replied again flexibility would be much appreciated or my Superintendent Dr. Lockwood is involved but there is still some work to be done to connect all the dots that we need to to be able to make this happen but we definitely have the support of people who can help make it happen. So, time would be helpful.

Chairman O'Neil called for a vote on the motion. There being none opposed, the motion carried. Will this have to go to the full board next week?

Clerk Normand replied yes.

Chairman O'Neil stated so hopefully next Tuesday night...it shouldn't be a major issue, but we appreciate your time and wish you the best of luck.

Mr. McBride asked should we be there?

Chairman O'Neil replied yes there might be an Alderman or two that might have a question.

Mr. McBride stated see you Tuesday.

Chairman O'Neil stated thank you for coming this evening.

Chairman O'Neil addressed item 6 of the agenda:

6. Resolution and budget authorizations authorizing transfer and expenditure of funds in the amount of \$86,852.95 (CDBG) for the 2005 CIP 510005 Park Facilities Improvement Program.

Alderman Garrity moved to recommend approval of item 6. Alderman Lopez duly seconded the motion. There being none opposed, the motion carried.

Chairman O'Neil addressed item 7 of the agenda:

7. Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$5,000 (Other) for the 2005 CIP 214205 Endowment for Health – Health Link Program.

Alderman Lopez moved to recommend approval of item 7. Alderman Smith duly seconded the motion. There being none opposed, the motion carried.

Chairman O'Neil addressed item 8 of the agenda:

8. Resolution and budget authorization authorizing acceptance and expenditure of funds in the amount of \$260,000 (Other-CDFA) for the 2005 CIP 710205 Public Works Infrastructure Program.

Alderman Shea moved to recommend approval of item 8. Alderman Smith duly seconded the motion. There being none opposed, the motion carried.

Chairman O'Neil addressed item 9 of the agenda:

9. Communication from Alderman Osborne requesting \$30,000 for the implementation of a Snow Emergency Strobe Lighting Pilot Program.

Chairman O'Neil stated Kevin I don't know if you want to join Tom because somehow I have to believe you guys would be...although Tom would be responsible for the actual physical installation...this all has to do with when there's a snow emergency.

Mr. Lolicata stated this goes back about a year and a half ago, about 18 months to two years...Alderman Osborne brought up this idea to our attention and finally came to fruition over the last six months or so. We sat down together and Jim Hoben of my department came up with a cheaper way of doing this to save a lot of money. By his just going through the internet found something like a car key rather than going through all the finagling of \$100,000, etc., etc. All you need is a beam, a shield, wiring to be done by us. I think I have before you the price that we came up with for about...like I said almost two years ago...comes to over \$700 per intersection. I think today you're still talking under \$1,000 but probably \$800-850. I agree with Alderman Osborne was requesting \$30,000 so I came up with 25 locations out of the 51 that we all came up with together...a pilot program, so I thought the intersections to be most needed for people going by to see if there's a storm. If it's under \$1,000 what we will do with your permission if you give the money to us...we'll add the extra five intersections to that complement. It all depends on the price that we come up anywhere from \$800 to \$900...but, I still believe that it will be under \$1,000...but I picked 25 to play it safe for now.

Alderman Osborne stated I just wanted to say to Tom when we originally came up with this there was 51 locations, it was a little heavy. Some of them didn't have any power to the polls and so on and so forth.

Mr. Lolicata interjected some had no power at all.

Alderman Osborne stated if you wanted to do the job and you had to go out to the private sector we were talking well over \$150,000...

Mr. Lolicata stated in that vicinity.

Alderman Osborne stated I think it's an ideal situation here. How long would it take you to put these 25 to 30 strobes up?

Mr. Lolicata replied if we had all the materials it would be at least 4 to 6 hours for each intersection at least. By the time we get all of the signage up...possibly a day's work. You have to remember that you're trying to reflect the sign in four different directions at one intersection.

Alderman Osborne stated to put all 25 to 30 would take how long, a month.

Mr. Lolicata stated 25 days if I go straight. A month to a month and a half depending...maybe two months.

Alderman Osborne stated I'm just trying to find out here where the money is going to come from...either contingency, the '06 budget or whatever you had in mind of this Committee here which is why I was trying to get a time factor here. I'd like to see them up before at least next winter so probably the '06 budget would be fine. I know there's \$146,000 in contingency.

Chairman O'Neil stated before Alderman Shea one of the things could be if we think this has some merit to it I'm aware of Newburyport, Massachusetts does this...I don't know if they do it in 25 locations though. We may have to scale this down a little bit and crawl before we walk before we run and maybe come up with 5 or 10 key intersections in the City. Alderman Shea I know you had questions and I have questions but I'll let you go.

Alderman Shea stated assuming that we do approve this possibly what we might do is look to the Finance Office and the Planning Department and maybe they can...if in fact there is whatever monies we need they might be able to find a little bit of money for this particular pilot study whether we decide on 25 or whether we decide on 20 or what have you...but, I think obviously there should be some money some place that they can come up with without necessarily tapping into contingency at this time because we probably will have to use that before the final budgets are all completed.

Alderman Lopez in reference to the key chain remote asked does that mean you have to go to each intersection and use it?

Mr. Lolicata replied that's correct. The Highway Department would do that, they'd be calling the emergency.

Alderman Lopez stated so they would have to drive around to all the intersections and turn on the remote.

Mr. Lolicata stated that's correct. I'm sure that Kevin at Highway would set up some sort of system to send out 2 or 3 foremen that day and they could probably cover it in a certain amount of time.

Alderman Lopez stated management would do this then.

Mr. Lolicata replied yes.

Mr. Kevin Sheppard, Deputy Public Works Director, stated usually snow emergencies are called earlier in the day. We try to call them before noontime, so during the workday I don't see that as being an issue.

Alderman Lopez stated a comment that I would like to make, Mr. Chairman, I would like to work in getting this in the '06 budget rather than taking money out of contingency.

Alderman Garrity stated a comment on the proposal. I spend a lot of time up in Burlington, Vermont during the winter on business and this is pretty much the same programs they have and it's pretty effective.

Chairman O'Neil asked do you happen to know do they...you wouldn't happen to know...I'm sure you didn't drive around the City counting how many strobe lights they had...were there a lot of them or did they seem to be targeting key locations?

Alderman Garrity replied targeted key locations. It's pretty effective. I didn't see many cars on the streets.

Alderman Smith stated looking back you would have to spend a whole month working...150 hours...how are you going to utilize your time with your workforce with your other duties?

Mr. Lolicata replied I said if I had a chance to put them straight on it it would take the 30 days but it would be done before the fall in all honesty. I have to take men now and use them right now from the Signal Division out painting...I've got a man out right now that's been hospitalized...yes we're strained.

Alderman Smith stated assuming you did this report 10/02/03...it's about 18 months, a year and a half and assuming that the price is \$850 and you do the 25 locations I come up with approximately \$21,250 and I would think that if we're going to start this program we should start it and I have to agree with Alderman Lopez's suggestion because I know we're very tight on money this year. But, I certainly agree with the situation.

Alderman Osborne stated I have no problem with the '06 situation but I think that cutting it down from 25 would be effective in this City. We're talking about 107,000 people and maybe Burlington, Vermont is half the size is it...but, you have to cover all of these well-traveled intersections and we scaled it down already with Mr. Tierney at the Highway Department...we sat there and he had 51 locations and we've now scaled it down to roughly 25 which would cover sufficiently for all the wards in a sense but to try and find 5 or 10 locations and try and place them for everybody would be almost impossible.

Alderman Lopez stated correct me if I'm wrong...if I'm reading this wrong...you would do this on overtime for your employees, is that correct? ON the report you have two employees, overtime at...

Mr. Lolicata replied that would be the only time.

Alderman Lopez stated that would be when you would do it is when you'd put them on overtime.

Mr. Lolicata replied exactly.

Alderman DeVries stated this is a pilot program and the 25 locations that you have identified...are you concentrating on the areas where the on-street parking is more of an issue during the snowstorms, which would be the downtown area as well as the west side?

Mr. Lolicata replied I concentrated on every aspect of the City from north, south, east and west and bringing into the City and I thought that major intersections where the most people would see it, I covered all three bridges...I thought these were key locations where most people in the City would see them just to give them a warning of the emergency...that is all this comes down to.

Alderman DeVries in reference to the signage planning to be put up on each road leading to those intersections asked what is that going to say?

Mr. Lolicata replied the sign would be...we can come up with something along the lines that you're looking at right now, that's just an example...that would be up there with the beam explaining to the people what it's for.

Alderman DeVries asked will people interpret the snow emergency no parking when flashing as just in the general vicinity of the beacon, are you going to spend some money on trying to educate through the newspapers, radios that this means city wide on-street parking?

Mr. Lolicata replied I would imagine we'd do some PR for the whole situation when it comes yes. We just explain to people...they look at certain key intersections and see a flashing light, which may be blue, white, whatever appropriate color they come up with to give you the warning that a snow emergency is being declared.

Chairman O'Neil stated if I may, Alderman DeVries, maybe it would make some sense to reach out to Burlington I don't know specifically what their signs say... somebody has done this already and they may have changed their signs a number of times to try to get...I kind of agree with where you're going...people may interpret it so if we could reach out to Burlington, Vermont...I'm aware that Newburyport, Massachusetts...

Mr. Lolicata interjected Jim Hoben already spoke to these...he talked with Newbury...

Chairman O'Neil stated this is their language on their signage.

Mr. Lolicata stated you can come up with different language.

Chairman O'Neil stated Alderman DeVries makes a very good point about how people interpret things, so if we can find out from some of these other communities...they have been there and done it maybe they've changed the language a couple of times and they found one that appears to work, it might make some sense to us to reach out to them.

Mr. Lolicata stated as long as it's direct and it's at least that size she had in her hands you can go to much bigger signage.

Chairman O'Neil stated no that's fine.

Alderman Osborne stated I would like to say this. I know the people out there are able to get this information from the Police Department, the Highway Department and the newspaper, the radio, etc. but we always get it when we get phone calls from the constituents saying well I don't get the paper, I didn't hear it on the radio, wasn't at the news at the right time or whatever but I think this is an excellent... the last thing the City can do here is Manchester is this strobe light thing for snow emergencies. People have to drive their cars, they have to go to work, come back from work, go grocery shopping, etc. and other than this all we can do is send Paul Revere around going door-to-door, so I think this is the last thing we can do for this particular situation.

Chairman O'Neil stated I do agree but at some point having represented an inner-city ward at some point common sense has to kick in too. We have a lot of avenues for people to...and I'm not saying I'm against this but I know myself when it snows out and if I don't know if there's snow emergency I pick up the phone and call either the Highway Department or the Police Department. One night this year the Police Department answered the phone...Manchester Police

Department, yes there is a snow emergency this evening. So, at some point common sense has to kick in for people. We are going to tow the same people whether we put strobe lights up or not we're going to tow the same cars, storm in, storm out...I don't know one place we should put one is Washington Park...it leads the City in number of cars towed every storm, but I do think...I do appreciate, Alderman Osborne, you're thinking about this because it does...it's a different approach to see if 50% of the people pay attention to this that currently don't we've improved things in Manchester.

Alderman Osborne stated I think it will pay for itself in the long run.

Alderman Shea moved to request the Finance office and the Planning Department to come up with \$22,000 and report back to this Committee.

Chairman O'Neil stated before I accept a second to the motion...do you think it's more appropriate that we try to find it now or wait for the '06 budget in July?

Alderman Shea stated if we can find money now why would we tap into that. There may be a little bit of money left over from a few items that they're working on now, so if they don't have it, they don't have it.

Alderman Garrity duly seconded the motion.

Alderman Lopez stated I'm a little concerned that if there was money there we would probably be tapping it for some of the things we need or push it into the '06 budget, but if that's the way the Committee wants to go.

Chairman O'Neil stated my suggestion would be based on Alderman Shea's motion...give them a month, report back at the next meeting, if they don't have it then we refer it to the '06 budget.

Alderman Smith stated we'd better do it before the snow flies.

Chairman O'Neil called for a vote on the motion. There being none opposed, the motion carried.

Chairman O'Neil asked, Kevin, does the Highway Department concur with the locations? I heard Alderman Osborne say Steve Tierney was involved in this at one point.

Mr. Sheppard replied we worked with the Alderman, Traffic and Police...there were originally 51 locations, the reduced locations we really haven't had a good chance to take a look at it but I think any information, any publicity out there will help the City.

Alderman Shea asked, Kevin, how is the towing this year...were there a lot of cars that had to be towed...do you have any final report on that?

Mr. Sheppard replied the Police maintain total cars but we're still towing over 200-250 cars a storm. No matter what we do we try to get it out as part of the EPD bills and Water bills and try and get the PR out but there's so many cars on the streets that we don't have a problem getting over 200 cars towed.

Chairman O'Neil addressed item 11 of the agenda:

11. Communication from Chuck DePrima, Deputy Director of Parks, Recreation & Cemeteries, submitting information pertaining to the Crystal Lake Master Plan/Playground.

Chairman O'Neil stated Alderman DeVries had asked if this would qualify under the LCHIP Program.

Alderman DeVries stated no that is not at all what I had asked. I think there's been an on-going conversation if you might but whether it would be the present study that is being conducted on all City parks was going to give us the information that we need to have in order to...if that study was going to give us specific information that we need in order to start placing facilities at Crystal Lake...there is a desire for a playground...if I could ask Parks and Recreation maybe to step forward and to explain the difference between the City wide Master Plan study that is on-going and what would happen if we conduct a site specific master plan to identify the needs and the placement within the existing lands at Crystal Lake as well as how we might make use of some of the recently acquired lands through the I-93 mitigation funds that can become passive recreation hiking trails, etc. So, the question is maybe you could explain why there still needs to be some site specific studies done for Crystal Lake in order for us to start placing facilities there such as playgrounds and additional parking or other improvements.

Mr. Chuck DePrima, Deputy Director of Parks, Recreation & Cemeteries, stated that would be the next step. I think there are just two different things that are being discussed right now. The first thing is the overall City wide Master Plan that takes the entire scope of the City, puts it in a framework and prioritizes each

park based on needs of the community from the consultant and then the logical next step would be to take those recommendations and then put them into an actual physical design for that park based on what the community's asked for.

Alderman DeVries stated if I could get some additional information...I think the conversation about LCHIP had come up...there is a historic structure currently located at Crystal Lake, which is the old bathhouse. There are many different thoughts about what that structure could be used for...there's currently some restroom facilities contained within it but the study site specific could tell us what enhanced uses that building might serve so that next year we can go forward pursuing some LCHIP preservation funds in order to update and make better use of that structure. If we complete the site specific plans for the park this year and identify where amenities should be located and conclude all of our planning this year then we can next year when there's CIP monies available...actually bond or fund the playground equipment to complete the plan...basically, what I have seen as you've seen from the attachment we've been pursuing for the last two years different grants to try to construct a playground at Crystal Lake and we have not been successful. So, what we are attempting to do is to jump start for next year so that it's not 2, 3 years out that we start to improve the only park in the southend of Manchester and a playground facility at that location would service Wards 6 and 8 while there's nothing in that area for the residential neighborhoods and you all know Megan's Meadow and Rosegate, Rosecliff and the new projects that are going in...there are hundreds of homes and no amenities. So, we're just look to get the planning completed this year so that we can fund it next year.

Alderman Shea asked how much to you need, is that the \$162,000...is that what you need to start it or are you looking for \$25,000 like when you started Prout's Park or \$10,000 or whatever.

Mr. DePrima replied that was just a budget estimate that we put together for the Land and Water Conservation grant two years ago.

Alderman Shea asked so what are you asking for, Chuck?

Mr. DePrima replied to do the type...we thought we were being asked the last time to come up with an estimate to do a master plan for the 18.5 acres of the park itself. We got a preliminary estimate from a consultant of our in the amount of \$30,000 to complete that overall master plan...that wouldn't be a buildable document though.

Alderman Shea stated so you're looking for \$30,000 from this Committee this evening, is that right?

Chairman O'Neil stated, Chuck, you need to clarify what you just said. You came back with a...you asked a consultant for a price to do a master plan of the entire Crystal Lake Park.

Mr. DePrima replied the entire 18.5 acres.

Chairman O'Neil stated and that came back at \$30,000.

Mr. DePrima stated right.

Chairman O'Neil stated I guess my question to Alderman DeVries would be. Are you looking specifically just for the playground or the entire Crystal Lake Park?

Alderman DeVries replied we need to look at the entire Crystal Lake Park before we start piecing things into it and that's why I need to get the planning completed this year. There are many drainage issues as well as parking issues at that facility as well as all of the surrounding lands that we've recently acquired through the I-93 monies that I'd like somebody to take a look and see if we can find a way to get some hiking trails, pedestrian trails to start linking all of these so that it will be more like a Derryfield Park or other park facilities in the City. We're sitting on items up there...I thought \$50,000 was the number I thought I'd heard thrown out when Ron Johnson was here to take a look at not only the entire park as it sits and how it might be developed but also take a look at the I-93 mitigation lands and try to bring them into the picture.

Chairman O'Neil stated just a few thoughts. I thought that we weren't going to move forward on anymore parks projects until we got done with the Parks Master Plan, that was my thought, I don't know. Secondly, if I heard Chuck right \$30,000 will not get us to design documents so it will be much more than \$30,000 to get design documents and we're in the second year of this first crack at a 2-year CIP budget. I don't know where the money is. I open it up to the Committee.

Alderman DeVries stated, Chairman O'Neil, if I might before the Committee, if I might because I'm not looking...I will have conversations when we work through next year's budget within individual members I think there are some funds there that we can redirect if you might to take care of the funding. What I wanted to take care of tonight is there seemed to have been the assumption that the current Master Plan that is going forward for looking at all of the City parks was going to give me what I needed for Crystal Lake and it is not going to give me what I need.

Chairman O'Neil interjected it's not going to give any Alderman what they need for any park in the City.

Alderman DeVries stated if we can sit down and we can find the funds to take care of the planning phase, I just wanted the CIP Committee to understand what we were doing so that when I come back you'll understand if I find the money it'll be an easier sell maybe to complete the project to get it planned for this year. So, maybe next year when there's bonding money available we can start thinking about completing the project. It's a little bit like Stark Park where we needed to complete a little master plan ahead of being able to think about utilizing the property.

Alderman Shea stated I concur with Alderman DeVries. In the southend there literally is nothing and we've put in millions of dollars in Livingston, we're putting in hundreds of thousands of dollars at Derryfield Park and in the southend of Manchester there is nothing. So, as a Committee we should be able to acknowledge the fact that we can come up with \$50,000 whether we have to fund it by whatever means we should do it and then look and see what the future might bring but it's only fair. Now, I'm sure you folks working at Parks and Recreation would probably say you're not far off Mr. Shea because obviously there are kids that live in the south of Manchester that simply have no place to go, there's just nothing for them to do and it's a community that's overflowing with kids and the people are entitled to take their kids similar to people that take their kids now to Prout's Park or Derryfield Park or to Livingston Park, so I say I feel that \$50,000 should be...that's a motion I'll make that we allot \$50,000 for whatever the study entails to develop that area in and around Crystal Lake.

Chairman O'Neil stated before I accept that motion do we know if that's a good budget number? We don't.

Mr. DePrima replied we don't know if that's a number that's going to get us to a set of plans where something can be constructed.

Chairman O'Neil stated so that may not be enough money.

Alderman Shea asked when will you know enough money would be available, if I might ask.

Mr. DePrima replied I'll go back to our consultant who gave me the preliminary estimate to begin with. I'll give them more accurate information from which they can determine that.

Alderman Shea stated okay then I will hold off on my motion until you come back with either \$80,000, \$50,000, \$60,000 or \$30,000.

Alderman Smith stated I agree with Alderman Shea but I want everybody to know we don't have any money in CIP and we've had two projects over in my ward that we've been trying to fund for two or three years and we still can't get the sufficient funding for it. They've been bonded but the cost is over what the bonding is and they are playground areas as everyone well knows...Raco Theodore Pool and I think we'll get that through the CIP this year but I was trying to get funds for the Piscataquog River Park, for West Side High and Girls' Inc. is over there and the park is being overutilized and we can't seem to find sufficient monies. I would be all for spending money if we did have it for our youth. There's nothing wrong with that but I just think with the bonding going and so forth we just don't have the money and I don't know where we're going to go from here.

Alderman Lopez stated I'm going to echo the same thing but I have a couple of concerns and the concerns I have is the 18.5 acres indicated...is that the right number?

Mr. DePrima replied that's pretty close.

Alderman Lopez stated I just don't want to create another atmosphere that we have all of the Massachusetts people coming to Crystal Lake as it is today because we haven't been able to control that particular area of all the out-of-town vehicles coming in there and I know when I was a Commissioner with the organization out there and they tried to put some control out there by putting a gate and everything else, so if we have 50% of the people coming from Massachusetts using our park...we're not building things for a region, we're building for people in the City of Manchester so it's just like Livingston Park...I think the last number I heard was 47% of the kids that go over there are from Hooksett, Auburn and every place else. We're not a regional swimming pool at Livingston Park. So, I just wanted to make that comment and secondly, this is for kids and it's important that many of our priorities are wrong in the City that we're allocating money for Derryfield Park and maybe we ought to transfer money out of there and do something like this. So, maybe our priorities are wrong and I thought that the Master Plan was going to tell us what the priority was and what Mr. MacKenzie was going to weigh in on what our priorities are that have Aldermen saying I want this, I want that.

Chairman O'Neil stated I think that's what led to the Board asking the department to hire a consultant to do a City Wide Master Plan...not only are they going to do it, they may have already started with condition assessments and all that...there's suppose to give us a document that prioritizes the needs whether it's because of the physical condition or the demand as Alderman DeVries has pointed out about the lack of a facility in southeast Manchester. I think the condition at Crystal Lake

along with the need is is going to put Crystal Lake very high and I have all of the confidence in the world that they're going to do a great job. So, I think it's going to be up high anyway but it's going to give us a document to take and start implementing through the CIP process.

Alderman Lopez stated I agree with your, Mr. Chairman, except I just want to point out what we're trying to do out at Crystal Lake is for youngsters to have a playground and everything else. To me that is more important than growing up and building a ballfield...to me that's a second priority because those people are young men and older men who play the softball fields and with all due respect to them but that's what I'm saying if there's \$50,000 somewhere in CIP that we want to transfer and use for a different priority that's what we should be doing.

Chairman O'Neil stated I'm not sure Derryfield is being built because of adults. I think it's used by a lot of our young people...middle school age, high school age...

Mr. DePrima stated not to get in between the two Aldermen here the fact of the matter is that the lower Derryfield which we are redoing as we speak was the primary home of Central Girls Softball as well as some other Central sports...soccer that we've moved to Padden Field due to the poor condition of that field. And, then in the evening it turns into a recreational field for softball users as well. So, you're both correct.

Chairman O'Neil stated Mr. DePrima has said he needs to go back and get a good number to bring back to us and he's asked us to do that. So, I think maybe the appropriate motion tonight is to table and he'll report back at the next meeting. I would strongly encourage and I think I've spoken to Alderman DeVries about this...reach out to the Peter J. Smith people, get them as much information...I don't know when they're due back...sometime in May I think.

Mr. DePrima replied May 3rd.

Mr. Ludwig stated I can tell you that we've spent a full day with the team just taking them to all of the facilities and the idea was to not take them to all the nice facilities, it was to take them to the deficient facilities and it was to take them to the areas of town...they're from Buffalo, New York...it was up to us to take them to all areas of town...we spent a significant amount of time in the southend, they had maps in the back of the van that we had, they looked at the tail of Manchester that comes down...we explained to them that south Manchester was a whole different community south of Memorial High School which is what I used to remember the southend as...we should them the Rosegates, the Rosecliffs, the

Rosemounts and whatever else is down there for Roses and I think they're fully aware...we showed them different properties that the City should take a look at in terms of land banking some property in certain areas and we explained to them that we needed 35 or 40 acres of property in the southend and we've been looking at it and identifying a need for it for several years. So, they're aware of it...I'd be happy to have them meet with the southend Aldermen as well and to let them hear and have their input, so they'll be here and I'll put you in touch with them and I think it will come through loud and clear in the report.

Chairman O'Neil stated can you make sure that the Aldermen...maybe the next time they're in that maybe there is some time set aside that the Aldermen could meet with them.

Mr. Ludwig stated we can definitely ask them to do that.

Alderman Shea moved to table item 11 regarding the Crystal Lake Master Plan/Playground. Alderman Garrity duly seconded the motion. There being none opposed, the motion carried.

Chairman O'Neil addressed item 12 of the agenda:

12. Communication from Bob MacKenzie, Director of Planning, recommending acceptance of a new trailer from Ron's Toy Shop for use by the Manchester Police Mounted Patrol Unit.

Alderman Smith moved to approve the recommendation to accept a new trailer from Ron's Toy Shop for use by the MPD Mounted Patrol Unit. Alderman Shea duly seconded the motion. There being none opposed, the motion carried.

Chairman O'Neil addressed item 13 of the agenda:

13. Communication from Bob MacKenzie, Director of Planning, submitting a report of grantwriter activities.

Chairman O'Neil asked, Bob, any specific comments.

Mr. MacKenzie stated Dennis is here tonight. Perhaps I could just have him stand up in case you have not met Dennis and I'm sure Dennis would be happy to answer any questions if you have them.

Chairman O'Neil asked are there any specific questions of Mr. Hebert?

Alderman Lopez asked who is going to answer Dennis or Mr. MacKenzie?
Dennis, I read this...perhaps you could walk through...some of the things I see in here like Parks and Recreation, for example, you don't write any particular grants for them...Ron Johnson used to write all of the grants for them is that correct?

Mr. Dennis Hebert, City's Grantwriter, stated I assisted Ron in research of some of the material and different aspects of potential grants for different departments but Ron was essentially the main person involved in the grant writing.

Alderman Lopez asked could you tell me in looking at some of these grants and I know from the Senior Activity Center that some of the people...Dave Nixon contacted...are you considering those grants that somebody else has got. I guess what I'm getting down to is can you identify something here that you can tell me that unless I'm misreading it...did you write any of these grants?

Mr. Hebert replied yes I did.

Chairman O'Neil stated the Youth Service, the WRAP grant you wrote.

Mr. Hebert replied yes in conjunction with Marty Boldin.

Chairman O'Neil stated you did most of the work on it if I recall without just trying to pat yourself on the back but to my knowledge it's factual. You wrote a good portion of the grant.

Mr. Hebert stated that's correct, Mr. Chairman.

Alderman Lopez stated if that's correct I think we need to know that because it's very important because the difficulty I have is people are saying one thing and another thing is being said. So, you wrote the grant for Youth Services is that correct?

Mr. Hebert replied I assisted in the writing of that grant yes.

Alderman Lopez asked what do you mean by assisting?

Mr. Hebert replied I had to rely on the Director of the Office of Youth Services for his expertise. We sat down for many, many hours and crafted various plots of the grant submittal. In some instances, I relied heavily upon his input and on others he relied heavily on my input...together we were able to put the final product and

get it off. I also had a very strong relationship with the people in Concord who are responsible for approving these grants and I was able to use my long-term contacts with them to help in that regard.

Alderman Lopez stated that's what I'm getting at and I appreciate that because you hear different things out there and I just want to put all of that to rest, number one that without you being in this position do you think any of these grants would have been written?

Mr. Hebert replied I think I'd like to make something very clear first. I don't know what they're saying out there or why they're saying it. But, I will tell you this...I happen to own a home in Manchester and I happen to be a property taxpayer and I'm deeply concerned about how my tax dollars are spent. If I didn't feel that my position was an appropriate use of taxpayers funds including my own then I'd get rid of it. The reason why the position was created in the first place and how it has evolved to this date has been a metamorphosis of sorts and I'd like to be able to explain that to you if I can. When I first was hired Sam and I sat down and had a long discussion about the immediate goals and objectives of that position and then the long-term goals and objectives. One of the first things that Sam wanted me to do was to get out to all of the various major departments...Fire, Health, Police...all these departments to sit down with either the directors and/or their staffs and/or the people that write and research the grants. What I found was that this City actually has a tremendous resource in a lot of these departments...Health, Fire and Police in particular have outstanding grant programs, great grant writers, great research capabilities, traditional and historical connections with federal, regional, state and local funders. So, the only thing that I could really bring to the table...it was sort of like me telling Ted Williams how to hit a baseball...he's the best there was and they are excellent at what they do. They have tremendous capabilities and take advantage of it and I'm very impressed. There were other departments like the Office of Youth Services, for example, where they do not have a designated grantwriter so I can provide them with a tremendous amount of expertise and support...I can do actual writing of the grant, I can do the research, identification, I can provide whatever technical assistance that they need and technical support and there are a few other departments like that. But, what's happened is my position has evolved more from a grantwriter to a research coordinator where because there's a somewhat limited need in certain areas of the City for the type of work that I do...the expertise that I have...what's happened is I've been able to identify other resources available to the City of Manchester and bring them to the forefront. For example, the AmeriCorps VISTA...Sam first introduced me to the AmeriCorps VISTA Program...we met with their federal representatives in Concord and the result has been a tremendous influx of resources to the City of Manchester. I think I put the dollar value here

somewhere in the report of what the AmeriCorps VISTA Program has meant to the City and we plan on expanding that by doubling in size with the VISTA Program so we're looking at doubling the numbers that you're looking at and that's just in terms of grant assistance from the feds, financial assistance from the feds...when you take a look at what the impact of the AmeriCorps VISTA Program is in terms of the programming that these people are doing it ends up being in the millions of dollars benefit to the City. The other value by the way is there are a lot of these non-profits come to the City of Manchester, CIP Programs saying we need money, we need more money. What a program like the AmeriCorps VISTA Program does and the other resource work I do is to try and take pressure off of CIP so that if they are continually making demands every year their demands are getting smaller. Now, you know and I know that's probably what's not happening. But, I know that I've been of substantial material assistance to several non-profits from the Community Resource Center to many others in the City. What I'm trying to do is build collaborations between the municipal departments and City non-profits and in that way maximize resources for both.

Alderman Lopez asked do you have a follow-up procedure that you might have developed. For example, if I'm a department head and you say hey there's grant and here's how you do it...do you go back and check and see if he's every submitted it or does it have to come through you.

Mr. Hebert replied no. One of the things that same and I were really concerned about is that we didn't want to create a whole new level of bureaucracy and I think that was a fear on the part of some of the department heads and some of their grant staff that what was going to happen was they're already buried trying to identify grants and follow through on submittals and so forth and provide all of the documentation that's being required now and the last thing they wanted to needed was another level of bureaucracy so the way we designed the position was that we would offer whatever technical assistance was required by any City department regardless of their expertise. So, for example, if Fire came to me and said we want you to attend some meetings with us o First Responder issues and see if you can help us identify the appropriate agencies and the appropriate programs that we can follow-up and apply to. I would do that. If it was somebody like Marty Boldin at Office of Youth Services who came to me and said I need you from ground zero and go right straight through and that's what I do.

Alderman Lopez stated any department you would do that for.

Mr. Hebert stated absolutely. As far as follow-up what happens is like, for example, yesterday I get an e-mail from the Hunt Foundation. They have provided us a fairly significant grant for the Senior Citizens Activity Center and

we had had that grant for a year now and they wanted us to follow-up with what we've done with the money. They wanted to see the project budget...how did you expend the funds that we gave you, what's your opinion about how the grant process worked, what type of program has been held, how many people have you helped, how many other departments in the City have you collaborated with. How many other non-profits have you brought in as a continuum of care there and so on and so forth.

Alderman Lopez stated, Mr. MacKenzie, if I'm reading this correct my last question is the only cost to the City is \$17,000 the rest comes out of the coordinator's salary. Where is the money from CDBG?

Mr. MacKenzie replied yes there are no City property taxpayer funds in this position. They're all either...we do fund a portion of his position from VISTA funding of HUD CDBG monies.

Alderman Lopez stated I think it's important for people to know because they think when we get a person like yourself that's a completely high salary individual...and don't know where the money comes from, I appreciate this report a hundred percent.

Chairman O'Neil stated I think that something that's very important and I'm drawing a blank...I think the last name of the former grantwriter at the Police Department...Marty Boisvert...at one point he had paid his salary ten times in the amount of money he brought into the Police Department and I think we underestimate the importance of grantwriters and in this case I think Dennis is acting more like a grant coordinator in the City...as we heard earlier in the presentation from the Fire Department they have four different people depending on the program that have other duties writing grants. Police I'm not sure who it is...is Captain Lussier writing some of...

Mr. Hebert interjected Steven Hoeft.

Chairman O'Neil stated Steve Hoeft who's their Business Service Officer and for some reason I thought Captain Lussier wrote some of the grants as well. So, throughout the City we have all of these individuals within departments writing grants and I think the importance of having someone to help coordinate brings technical expertise...it may be research in one, it may be the format. A lot of times from what I know of grants you can submit them but they've got to be the

quality that you get the awarding agency's attention, so that how they're written , the format of them is very important, so I'm sure knowing Dennis he doesn't want to pat himself on the back but I'm sure he's more than paid his salary ten times over, I'm sure of that.

Alderman Shea asked is there any department in the City that you've explained some of the departments that you've worked with but is there any department without necessarily publicly stating this that you might be able to maybe make inroads in that a particular department might be able to receive funding that they are not now receiving.

Mr. Hebert stated that's a great question. I would say the answer is yes. The caveat that I would put forth is that because of federal budget cuts and because of the economy in general what's happened is that the competition has become so fierce that unless you're coming up with something unique, something that's replicable like, for example, the whole CIP staff right now is just absolutely buried working on the HUD super nova grant, a huge grant...it encompasses all aspects of the City from housing rehabilitation, neighborhood rehabilitation...the whole nine yards...the continuum of care, lead paint, so on and so forth...it used to be pro forma you would apply for it, sit back and just wait for the grant...it's not like that anymore. The competition is fierce out there. I have a database, just one database called the Foundation Center that Bob and Sam were I thought were very wise to make a small investment in getting that software and that have thousands of potential funders across the country...about 360 odd in New Hampshire and I've got to tell you something you would not believe...it's almost a blood letting trying to get the funds but the answer is yes there are some departments...one of the things that came up earlier was the LCHIP funds, for example and one of the concerns I heard was how do some of these departments have/know about this grant money out there. What happens and I think Joe (Kane) alluded to it earlier that all the major departments are really wired into federal and regional money. It's a historical, traditional connection that they have and they get e-mails and letters and telegrams and notifications all the time about money that's available to them because they're on those mailing lists because they've been intimately involved with those entities for a long, long time. This is true with OYS...it's one thing to get notified but to not have the capacity to respond to it. Another thing that happens and this is with all due respect...about a year ago the Mayor called me about some COPS money and that we can get three to five more police officers...and I said wow that's great. So, the first thing I did was to go to the Police Department and I sat down with the Deputy Chief and Steve and some of the folks over there and what happened was...they explained it to me...that's a great idea...we can get three COPS funded policemen for the next three years. The problem is when the three years are over we have to put them on our budget

for the next five years guaranteed which means we end up displacing some other police officers that we already have because our budget...we don't have the money. So, there are nuances in the grants process but most people who don't do it for a living wouldn't know...like the LCHIP money...when the Crystal Lake thing came up I called the LCHIP people in Concord and I said I want to talk to you about the City of Manchester and a number of possible projects and one of them was Crystal Lake and they didn't sound particularly enthusiastic about at this time because they told me that where they were spending most of their money was to buy open space...purchase land and the other was renovation of historical structures that they felt had a certain level of interest...that doesn't mean it couldn't be part of a larger plan. All I'd say at this point is that what we're trying to do in the Planning office is to make this more than a grants position...it's to make it a resource position that people can call me about any potential resource...and by the way periodically I send and I would put all of you on this newsletter...I'll get all of your e-mails I'd be delighted to...I send out every two to three weeks a resource newsletter to a lot of people in the City of Manchester...department heads and staffers and grantwriters and non-profits and it lists all the major grant opportunities that are currently coming in and they change so rapidly so the great thing about it is people can go right down the list and say boy that's interesting...click on the link and go right to that website or they can call me and say can you help us research this. So, we're trying to do more and more like that to try to enhance the resources for the City.

Chairman O'Neil stated I just want to follow-up on Alderman Shea's question. There may be times...how do you get across...there may be times when it's a policy decision that even the department doesn't belong making...it's a policy decision that belongs with the Board of Mayor and Aldermen and I'm a little interested in this thing about not applying for the COPS program, for instance, because we do have a number of police officers maybe somewhere in the 20 range like 15 to 20 range that were part of various COPS programs that are still on the job here that we are now picking up because the grant expired and we're now picking up, so that to me is kind of a policy decision that belongs with us to determine whether or not we think a future board may be interested in committing to them. So, how do you get over that policy or what can we do here to help you give you some strength say you know what I maybe need to take this back to the Mayor or back to the Board of Aldermen?

Mr. Hebert replied that's an interesting question.

Chairman O'Neil stated it kind of falls into the...I think Alderman Shea was trying to get to how do you break down the walls.

Mr. Hebert stated it was not my intention to bury the Police Department...

Chairman O'Neil stated no, no...Dennis, you didn't bury the Police Department it's a very good example because we have been involved with the COPS program.

Mr. Hebert stated I'm not sure that I'm equipped right at this moment to really get into that, discuss that in any great detail. The reason why I say that is because I'm a Manchester native, born and raised, schooled here, everything, raised a family here and I think I have a fairly good grasp of this City, its history and traditions and its government in the way that it functions.

Mr. MacKenzie interjected to try and bail/help Dennis out here a little bit it does come down to a judgment call by department heads. Through experience they know generally which issues should come to the Board for policy issues and which ones would probably be wasting your time and we get that through experience and I think the Police Department has gained that...they understand which issues they should not touch because they're Aldermanic issues and which ones they don't. So, it comes down to judgment by the department heads.

Chairman O'Neil stated my personal opinion is that that one should have come back here.

Mr. MacKenzie stated I do know that we received quite a bit of funds under the COPS program and Universal Hiring program. It is possible that there are a couple of other programs related to that that they felt either they didn't have a chance of getting or that they didn't want to extend into. But, the City did receive a lot of money under the COPS program and the Universal Hiring. If I could add one more item, Mr. Chairman, I did want to note that we are entering into grantwriting for a million dollar grant for lead paint abatement. We have received some monies so far, it's a very big issue in Manchester because of the older housing stock and Dennis is going to be the primary author on that grant application.

Alderman Lopez stated maybe on an on-going basis that you could give us some type of a report like this and maybe tell us about some of the grants that might benefit the City and maybe not getting too much deep into it as to why we're not applying for those grants. I agree with Alderman O'Neil. The policy decisions because as we know the influx of people that we have in the City now eventually we're going to need more police, no question about that...if we can get three more police officers, for example, under that particular program then three years from

now another board is going to have to deal with it and that's a decision that's made everyday. So, maybe you and Mr. MacKenzie can devise something to keep us abreast of what's going on in the grant business.

Mr. Hebert stated absolutely, I'd be delighted to sit down with Bob and Sam and come up with something. Like I said we do have a grants newsletter that we send out and may be of interest to some of you especially those on the CIP Committee because it's a useful tool that you can glance and say what's that one, etc. because I have no way of knowing what is of interest to a particular agency or organization sometimes. I don't know every single grant program that's out there.

Alderman Lopez stated what might be beneficial is to send it to all of the Aldermen because they're all involved in the whole process.

Chairman O'Neil asked is there anything else for Dennis. If not, Dennis, thank you for your time this evening.

Chairman O'Neil addressed item 14 of the agenda:

14. Petition for discontinuance of a portion of Gay Street.
(Note: Highway supports discontinuance of the existing hammerhead conditional upon the submittal of design plans and bonding for the replacement cul-de-sac.)

Alderman Lopez moved to recommend that the petition for discontinuance of a portion of Gay Street be referred to a road hearing to be scheduled at a later date by the Office of the City Clerk. Alderman Shea duly seconded the meeting. There being none opposed, the motion carried.

Chairman O'Neil addressed item 14 of the agenda:

15. Petition for Dissolution of Madison Street.
(Note: Highway supports and release and discharge of Madison Street.)

Alderman Smith moved to recommend that the petition for dissolution of Madison Street be referred to a road hearing to be scheduled at a later date by the Office of the City Clerk. Alderman Shea duly seconded the motion. There being none opposed, the motion carried.

TABLED ITEM

16. Communication from Aldermen Garrity and O'Neil requesting the Highway Department review the situation at the intersection of So. Willow and So. Maple Streets and report back to the Committee with recommendations for improvements and estimated costs.

On motion of Alderman Garrity, duly seconded by Alderman Shea, it was voted to remove item 16 from the table for discussion.

Alderman Garrity asked, Kevin, do we have a new estimate on that?

Chairman O'Neil stated the Clerk will distribute the new estimate. Kevin, just to refresh our memory the original estimate and I think that's if you did it to hire a contractor to do the work was what number.

Mr. Sheppard replied I believe it was \$175,000 and we were asked to go back and look at the materials estimate would produce meaning that we would do the work, the Highway Department would try to fit this into our schedule and that number has come out to about \$60,000.

Alderman Garrity asked, Bob, did you get a chance to see if there's any funding?

Mr. MacKenzie replied we were looking at the higher number which scared us a little more...the \$190,000 was the first estimate and basically that would have to be bonding and we looked and there are no bond balances we could use.

Alderman Garrity stated a little bird told me that there's a fund...South Willow Street Improvements...is there any fact to that or what?

Mr. MacKenzie replied there is a fund which comes from developer improvements, developer contributions...they are somewhat earmarked towards such things as improving traffic flows, protecting residential neighborhoods...

Chairman O'Neil interjected how about protecting pedestrians crossing the street.

Alderman Garrity stated it sounds like it would fit right in there.

Mr. MacKenzie stated under State law it is the Planning Board that has to approve improvements or contracts from that particular fund and much of it has been used. I'm not sure what the balance is currently, do you know Kevin the South Willow Area Improvements Fund?

Mr. Sheppard replied I thought it was over \$100,000.

Alderman DeVries stated I think there are some encumbrances against that because I don't know if the improvements at Dobles...I don't know if that's been completed as well as the traffic calming project that has only gone out to bid, there's been a bid selection but I don't think the funds have been committed to complete that project, so I think there's an encumbrance against some of that. It was I thought \$340,000.

Mr. Sheppard stated the latest I had was around \$180,000.

Alderman Garrity stated I heard \$183,000...does that sound right?

Mr. MacKenzie stated there are encumbrances as Alderman DeVries was saying. There was a commitment by the City along with other developers to make improvements at Dobles and So. Porter Street, which I think, was \$50,000.

Alderman Garrity stated so the improvements down at Dobles came out of that fund.

Mr. MacKenzie stated was going to come out of that \$183,000 yes.

Alderman Garrity stated now in your expert opinion being the Planning Director does this qualify, this project.

Mr. MacKenzie stated I hadn't given it much thought, it may and if I could look at that. Again, the Planning Board would have to make that final decision.

Chairman O'Neil stated I would welcome anyone to stand on the east side of where Maple Street begins and try to cross that street...westerly toward the restaurant or anything else and if these improvements wouldn't improve traffic calming I don't know what would because they fly around that corner, it's a raceway.

Alderman Garrity stated it's from personal experience. I had to run up to Brunelle Avenue the other day...I live off Gold and go down South Beech up Spring Garden and I cross So. Willow and Brunelle is right there, I couldn't get over there. I can't get over to Brunelle, I can't get over to Oakdale because traffic's coming down So. Willow Street...

Chairman O'Neil stated seriously without any engineering it is a very, very tough and I don't want to say unsafe intersection...

Alderman Garrity interjected it is an unsafe intersection.

Chairman O'Neil stated we're lucky no one has been hit there.

Mr. MacKenzie stated if the Committee would wish again there is not enough money in that fund to do the \$190,000. Given this new cost estimate I didn't see it until tonight we could go back and perhaps write to the Planning Board...there are some other outstanding commitments towards Jobin Drive in that area that we just have to be careful of but at \$60,000 it may be possible to tap that.

Chairman O'Neil stated seriously encourage anyone to stand in the parking lot on the east side of Maple Street just north of the old...Van Otis was in there, but it's a very difficult intersection.

Alderman Garrity moved to have the Planning Director do some research on the fund and get back to the Committee via phone or something. Alderman Shea duly seconded the motion.

Alderman Lopez asked why wouldn't we send it to the Planning Board anyway and try and get approval through their authority.

Chairman O'Neil stated I'm fine with that. I think Mr. MacKenzie just wanted to double check that it qualified and there were funds available to do the project.

Mr. MacKenzie stated yes and we could write the letter to the Planning Board once we have reviewed that.

Alderman Garrity stated I will write a letter to them also.

Chairman O'Neil asked is that part of your motion also that Committee goes on record to request the Planning Board to consider this?

Alderman Garrity replied yes.

Alderman DeVries stated I just wanted to make sure that within the letter that Planning is sending to the Planning Board that they be made aware that the improvements that they authorized over a year ago to Jobin Drive have not been accomplished yet with the remainder of the funding. We are spending some money on engineering to take care of the auto/pedestrian issues at the crest of the

hill that that neighborhood has been screaming about for years...that's an elementary walk zone, we've had several elementary students trying to cross the road to walk to the elementary school that has been hit by the cars that are cresting that road. So, I'm not saying not to follow through with notifying the Planning Board but you have to, in fairness, make them aware that their last request has not yet been completed or paid for out of the fund.

Chairman O'Neil asked would that request come from this Committee?

Alderman DeVries stated yes. It went through this Committee about 14 months ago, it went through the Planning Board after that, it got a little lost in the shuffle between Planning and Highway but they finally did hire an engineer who is looking at the ways to make the crest of that road safer for pedestrian crossing... that's the traffic calming project that they are looking at and under the engineer comes in with recommendations I don't think they'll know the amount of the encumbrance against that fund.

Chairman O'Neil stated that's fine, I guess. I still think we can move forward though I'm not really...

Mr. Sheppard stated honestly we can't commit to getting this project done before this winter we've got a full plate with CDBG funds to do resurfacing so maybe that's the best thing. Once that report's available maybe go to Planning and ask if there is available funds to maybe dedicate some but beyond the other encumbrances.

Chairman O'Neil called for a vote on the motion. There being none opposed, the motion carried.

Alderman Shea stated I kind of missed item 8 but I did have a question and I'm sorry I missed it. How much money is the Committee involved with in The Bridge Across the Merrimack actually raising. I know...I'm not sure if I understand. Are we contributing most of the money through CIP and grants...are they raising any money?

Mr. MacKenzie replied yes. Most of the money is coming from the City and the State.

Alderman Shea asked how much is that?

Mr. MacKenzie replied there is going to be \$1.9 million in total and just to break that down for you.

Alderman Shea asked what's the total cost of the project, Bob?

Mr. MacKenzie replied it's estimated at \$2.3 million so they would have to raise \$400,000 before the construction kicked in. They have had a goal of \$600,000 so they could put in the extra money into a maintenance fund that would then take care of the bridge in perpetuity so it didn't have to fall into the City's lap. So, their goal is \$400,000 for construction and then another \$200,000 for this long-term maintenance.

Alderman Shea stated in terms of the funding is that coming out of the '06 CIP budget or is most of the money already there?

Mr. MacKenzie replied all of the money is already there. Basically, the City portion is \$1 million and that was old bond balances from other projects from previous years so there's no '06 money in that project.

Alderman Shea stated if I may make a comment and it's a comment because I didn't really support that because I question as Mike Lopez said before where our priorities are. Here we are trying to put in parks for kids, finish parks on the west side, a group comes in and all of a sudden through whatever means possible we submit a million dollars to their effort and yet we cannot really support issues that are, in my judgment, really to the benefit of the kids and to the other population here. Again, that's just a comment but I think we really have to think about where we're putting our priorities and who's influencing the judgments that we make as a Board and whether or not we're going to redirect our efforts in what I consider to be the main interest of the public, but that's just a comment and I thank you, Mr. Chairman.

Chairman O'Neil stated I think your comment, Alderman Shea, is very well taken. At some point and I'm optimistic that they're going to raise the funds but at some point they have to raise the funds. We've got all this other money tied up.

Alderman Smith asked, Bob, can you explain the grant from the Community Development Finance Authority and who is on that Authority?

Mr. MacKenzie replied that is a State organization. What they do is they actually sell State tax credits so a number of Manchester businesses bought State tax credits and those funds go into this CDFA pool and the CDFA actually awards

grants based upon the requests from communities and non-profit organizations. That is from the State but it's actually private business money that has gone to the State under this tax credit program.

Alderman Smith asked who designates like The Hands Across the Merrimack that they would get that instead of another program?

Mr. MacKenzie replied it was actually submitted four years ago for the Riverwalk system and basically the State does not like to see the grant application unless they know there were businesses willing to fund that. So, the businesses probably wouldn't have donated to other programs...businesses specifically donated for that Riverwalk tax credit.

Chairman O'Neil stated I'm pretty sure of this in a very quick discussion about a week or so ago with Frank Thomas that at our next CIP in May they may be ready to come back with a presentation to us on The Hands Across the Merrimack.

There being no further business to come before the Committee, on motion of Alderman Shea, duly seconded by Alderman Garrity, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee